

I. The meeting was called to order at 7:31PM. The Pledge of Allegiance was recited.

- A. Chairman Albert Schulteis read the Official Meeting Notification. Notification was made to West Bend Daily News, Milwaukee Journal Sentinel, WBKV, WTKM; and posted on the Town website, and the Cedar Lake Hills, Roskopf RV, and Town Hall bulletin boards.
- B. Roll Call. Present: Chairman Albert Schulteis, Supervisor Robert Roecker, Dennis Sang, Karen Reiter, Mark Peters, William Whitney, and Zoning Secretary Tracy Groth. Excused absence, Timothy Yogerst.
- C. Chairman Schulteis called for a moment of silent prayer.
- D. Approval of the Minutes of the Special Joint Meeting of the Plan Commission & Town Board March 3, 2015.
Minor punctuation and spelling corrections were made. To "Shanks comments" on line 4, add "not to the enjoyment..." Karen Reiter moved to approve the Minutes. Robert Roecker seconded. All voted in favor and the motion carried.
Approval of the Minutes of the Plan Commission March 3, 2015.
Item C, Page 4, line 11. Delete word "a". Karen Reiter moved to approve the Minutes. William Whitney seconded the motion. All voted in favor and the motion carried.
Approval of the Minutes of the Plan Commission March 26, 2015. William Whitney moved to approve the Minutes. Karen Reiter seconded the motion. All voted in favor and the motion carried.

II. Unfinished Business – NONE

III. New Business

- A. **Informational Presentation from Washington County Sheriff's Department for improvements to its shooting range at Heritage Trails Park (formerly Gundrum's gravel pit) with the addition of firing shelters and baffles. Heritage Trails County Park being part of the NW1/4 of the NE1/4 of Section No. 29, Town of Polk, Washington County, Wisconsin. Tax Key T9-0881-00A. Zoned Q-1 Quarry District and P-1 Park District.** Albert Schulteis welcomed County Engineer Scott Schmidt; Washington County Sheriff's Department, Lieutenant Marty Schulteis; and Washington County Sheriff, Dale Schmidt. Scott Schmidt presented the details of the upgrades to be made at the Washington County Sheriff's firing range which was established in 1980 at Heritage Trails Park in the former Gundrum's Gravel Pit. The primary changes are the addition of two firing shelters and the installation of baffles. Chairman Schulteis and John Frey (Building Inspector) attended an informational meeting at the site. Plans are being submitted to the Polk Building Inspector and the project's construction will be started in May. Typical hours of operation will be 8:00AM to 5:00 or 6:00PM including some weekends. Other Washington County law enforcement agencies will use the range on a limited basis. There was discussion as to whether the public is aware that law enforcement is the entity using the range. The Sheriff and Lieutenant commented that the Sheriff's Department has not received calls from the public concerned with the firing of weapons. Chairman Schulteis and Secretary Groth commented they were not aware of calls from the public expressing concern about the range or gunfire from the area. There is no electric at the range and no lighting. There are no plans to light the range. The Sheriff's Department has access to indoor facilities for night time firing practice. The Commission thanked Washington County for their presentation.
- B. **Certified Survey Map and Private Road Agreement to create two (2) Lots and one (1) Out Lot from all of Parcel Two (2), Parcel Three (3) and all of the Reservation for Future Private Road as shown on Certified Survey Map No. 2050; and part of Lot One (1) of Certified Survey Map No. 2576. Town of Polk, Washington County, Wisconsin. Section 36. Tax Key Numbers T9-1061-00B; T9-1061-00E; Zoned B-1 Business District and A-1 General Agricultural District.** Brian L. and Debra J.K. Wojcik; and Andrew J. Williams and Christen J. Schweitzer, Property Owners. Chairman Schulteis invited the applicants to present to the Commission. Walter Baehr noted that the Private Road Agreement should be corrected to state that the width of the private road right-of-way should be sixty six feet (66') - not that the road width should be sixty six feet (66'). Chairman Schulteis commented that the change will be made. Karen Reiter asked the applicant if the Private Road Agreement had been reviewed by the applicant's attorney. Chairman Schulteis stated the Agreement would be reviewed by the Town Attorney. Karen Reiter moved to recommend approval of the Certified Survey Map to create two (2) Lots and one (1) Out Lot with the conditions that the Town Attorney reviews the Private Road Agreement after being presented to the Town Board. Dennis Sang seconded the motion. All voted in

favor and the motion carried.

- C. **Certified Survey Map to create one (1) Lot and one (1) Out Lot from part of Lot One (1) and all of Lot Two (2) of Certified Survey Map No. 2576; Town of Polk, Washington County, Wisconsin. Section 36, Tax Key Numbers T9-1061-00B; T9-1061-00E. Zoned A-1 General Agricultural District. Walter J. and Karen M. Baehr; and John R. Bernhoft, Property Owners.** Chairman Schulteis invited the applicants to comment. The applicant had nothing new to present other than to note that the Village of Richfield had not yet approved the CSM. Richfield will review in May 2015. Schulteis commented that the CSM had been preliminarily approved by the Plan Commission in February 2015 and invited the Commission to ask questions of the applicant. There was discussion as to which parcel the Out Lot would be attached. The CSM indicates that the Out Lot is attached to the Bernhoft parcel. Baehr noted there are restrictions attached to the Out Lot in the Covenant to protect the Conservancy overlay. It was noted that the Out Lot would not be added to Bernhoft's CSM document #6029. The face of the Baehr/Bernhoft CSM notes as follows: Out Lot 2 is to be owned by the owner of Lot 3 of Certified Survey map 6029 and does not need access to this parcel. Lot 3 of this Certified Survey Map and its owner has the Right of First Refusal by other document. There were no further questions by the Commission. Karen Reiter moved to recommend to the Town Board the approval of the Certified Survey Map as presented. Dennis Sang seconded the motion. All voted in favor and the motion carried.
- D. **Business Use Permit for Slinger Strike Zone, LLC, in accordance with Title X Section 3.08 to operate an indoor batting and pitching facility and screen print shop. 3767 Scenic Road, Town of Polk, Washington County, Wisconsin. Section 15. Tax Key Number T9-0587-00Z. Zoned M-1 Industrial Use.** Chairman Schulteis invited the applicant to present to the Commission. Rusty Meyer, one of the owners of Strike Zone, stated that they currently operate out of a 420 sf. facility in Slinger; and are looking to grow and expand into the space formerly occupied by Central Bark. All of their operations are inside of the building. They have no plans to expand operations outside of the building. The new space offers 830 sf. for sports activities office space, and space for print screen and heat transfer operations. There was discussion regarding parking. Meyer stated that their current facility has 12 parking spaces which have been sufficient. Although Strike Zone expects 60-65 people to use the facility at one time, the majority of the customers are children dropped off at the site by their parents. Evening hours, the other tenant of the building will not be using their parking spaces, leaving the entire parking lot for use by Strike Zone. The hours of operation would be as described in the application for Business Use. Concession items are mainly pre packed items, vending machines and frozen pizza. They will obtain appropriate approval from Washington County Health Department for the food service. William Whitney moved to recommend to the Town Board the approval of a Business Use Permit for Slinger Strike Zone to operate an indoor sports facility in accordance with Title X, Section 3.08(1)(U). The motion was seconded by Mark Peters. All voted in favor and the motion carried.
- E. **Adoption of Plan Commission Decision Form.** Chairman Schulteis introduced a Decision Form recommended by the Town Attorney to assist the Plan Commission in its deliberations and recommendations to the Town Board regarding Conditional Use Permits. Karen Reiter noted that the use of the form would be helpful. A similar form utilized by the Zoning Board of Appeals assists in making sure all criteria is met. Robert Roecker asked if all criteria listed in the form would have to be met in order to recommend approval of a permit. Zoning Secretary Groth commented that the form will be used a guideline. Groth also noted that the completed form would be submitted to the Town Board as a formal Plan Commission's Report to the Town Board [when making recommendations regarding CUP applications]. Karen Reiter moved to adopt the Plan Commission Decision Form. Dennis Sang seconded the motion. All voted in favor and the motion carried.
- F. **Recognition of Harold Groth** and his service to the Plan Commission and Town Board of the Town of Polk. Chairman Schulteis commented on Mr. Groth's years of service to the Town. Karen Reiter moved to recognize Harold Groth and his years of service to the Plan Commission and Town of Polk. Dennis Sang seconded the motion. All voted in favor and the motion carried. Groth was presented with a Certificate of Appreciation from the Town of Polk and the Wisconsin Town's Association.

MINUTES OF THE PLAN COMMISSION OF THE TOWN OF POLK
POLK TOWN HALL 3680 Hwy 60, Slinger, WI. 53086
7:30 PM Thursday, April 9, 2015

Robert Roecker commented, "It is an honor to be Harold Groth's replacement and I realize that I have big shoes to fill. Your wisdom and guidance will be missed".

IV. Zoning Violations. No new violations to report.

IV. Other Business

- A. Correspondence. None
- B. Informational Items. None.
- C. Zoning Board of Appeals Report. None. The Zoning Board of Appeals did not convene in March 2015.

V. Adjourn. Mark Peters moved to adjourn. Dennis Sang seconded the motion. All voted in favor and the motion carried. The meeting adjourned at 8:08 PM. All were invited to stay for refreshments and socializing.

Respectfully submitted,

Tracy Groth
Zoning Secretary